



June 16, 2006

ERRATA

Subject: JUNE 21, 2006, AGENDA (ITEM 16. NON-HEARING CALENDAR, AGENDA PAGE 5)

PLEASE TAKE NOTE that the Agenda for the June 21, 2006, Board Meeting scheduled at the offices of the State Personnel Board, located at 801 Capitol Mall, Room 150, Sacramento, California has modified the following Non-Hearing Calendar item:

**STAFF PSYCHIATRIST, CORRECTIONAL AND
REHABILITATIVE SERVICES (SAFETY)
SENIOR PSYCHIATRIST (SPECIALIST), CORRECTIONAL AND
REHABILITATIVE SERVICES (SAFETY)
SENIOR PSYCHIATRIST (SUPERVISOR), CORRECTIONAL AND
REHABILITATIVE SERVICES (SAFETY)
CHIEF PSYCHIATRIST, CORRECTIONAL AND
REHABILITATIVE SERVICES (SAFETY)**

In order to be in compliance with the Federal Court's requirement to bring minimum qualifications (MQ) in line with Title XXII, the California Department of Corrections and Rehabilitation (CDCR) proposes to establish the following four new classes: Staff Psychiatrist, Correctional and Rehabilitative Services (Safety); Senior Psychiatrist (Specialist), Correctional and Rehabilitative Services (Safety); Senior Psychiatrist (Supervisor), Correctional and Rehabilitative Services (Safety); and Chief Psychiatrist, Correctional and Rehabilitative Services (Safety). A footnote 24, to prevent future appointments to the classes and to abolish them when they become vacant, will be applied to the existing classes: Staff Psychiatrist, Correctional Facility; Senior Psychiatrist, Correctional Facility (Specialist); Senior Psychiatrist, Correctional Facility (Supervisor); and Chief Psychiatrist, Correctional Facility. Incumbents in the existing classes who meet the MQs, will be moved by Board Action into the new classes. Although (Safety) does not appear in the title of the existing classes, these classes are currently designated as (Safety).

*** Revisions were made to Part B Classification Considerations #10 Minimum Qualifications and to the Minimum Qualifications for all four of the class specifications. Please see attached documents***

Should you have any questions regarding this Notice, please contact staff in the Secretariat's Office at (916) 653-0429.

Karen Yu
Secretariat's Office

CLASSIFICATION CONSIDERATIONS

Background

1. Provide some historical perspective about the organizational setting of the subject classes and the needs that this request addresses.

In *Coleman v. Schwarzenegger*, the state entered into a settlement agreement, committing to significant changes in the delivery of health care services to inmates. Generally, the settlement agreement focuses on improving inmate access to mental health care, as well as the quality of mental health care services provided in the prisons. Under the agreement, independent court-appointed medical experts monitor the implementation of the agreement, and periodically report to the court on the state's progress in complying with the agreement. In the 15th round of monitoring, the Special Master noted the prevalence of CDCR psychiatrists who lack appropriate training in psychiatry.

The Special Master's draft report on Revised Program Guides requires that all psychiatrists hired to provide mental health services in CDCR should be required to meet the standard articulated in Title XXII (Section 79567 of the California Administrative Code), which requires that a physician be certified by the American Board of Psychiatry and Neurology or the American Osteopathic Board of Neurology and Psychiatry, or the physician has completed a psychiatry residency program approved by the American Medical Association or the American Osteopathic Association.

To be in compliance, CDCR is proposing to establish the new classifications of Staff Psychiatrist, Correctional & Rehabilitative Services (C&RS) (Safety); Senior Psychiatrist (Specialist), C&RS (Safety); Senior Psychiatrist (Supervisor), C&RS (Safety); and Chief Psychiatrist, C&RS (Safety) to reflect the requirements ordered by the court.

CDCR is also requesting the proposed classifications are designated safety, since incumbents will be required to maintain order and supervise the conduct of inmates and youthful offenders and maintain the safety of persons and property; to prevent escapes of and injury by persons committed to the CDCR to themselves, to others, or to property; to maintain security of working areas and work materials; to inspect premises and search inmates and patients for contraband, such as weapons or illegal drugs. The existing psychiatrist classes that CDCR is currently using are designated as "safety" and it is appropriate to designate the proposed new classes as safety.

Classification Considerations

2. What classifications do the subject classes report to?

The Staff Psychiatrist will report to a Senior Psychiatrist (Supervisor). The Senior Psychiatrist will report to the Chief Psychiatrist.

In the field, the Chief Psychiatrist will be under the general direction of the Health Care Manager. In Headquarters, the Chief Psychiatrist will be under the general direction of the Statewide Clinical Director.

3. Will the subject classes supervise? If so, what classes?

The Staff Psychiatrist and Senior Psychiatrist (Specialist) may instruct and supervise interns, residents, and other health care providers and personnel assigned for special training.

The Senior Psychiatrist (Supervisor) will supervise Staff Psychiatrists and other professional personnel giving psychiatric care to mentally ill patients.

The Chief Psychiatrist will supervise the Senior Psychiatrist (Supervisor), Senior Psychiatrist (Specialist) and Staff Psychiatrists.

4. What are the specific duties of the subject classes?

Staff Psychiatrist, C&RS (Safety)

In a correctional setting, examines and diagnoses psychiatric patients; determines type of psychiatric and general medical treatment needed; administers psychiatric treatment with assistance, as necessary, from other health care providers; performs general medical and surgical work; performs clinical psychiatric duties; makes clinical rounds and reviews progress of patients; prescribes changes in treatment when indicated; consults, as necessary, with supervisory psychiatrist on unusual, complex, or serious cases, or presents such cases to a clinical conference for advice or decision; may instruct and supervise interns, residents, and other health care providers, and personnel assigned for special training; participates in staff conferences and clinics; documents care provided in psychiatric/medical records; may provide relatives with information concerning patients in person or by correspondence; may perform research in psychiatry; and may serve periodically as officer-of-the-day.

In a headquarters or field office capacity, reviews, examines, and diagnoses psychiatric patients and patient records and files in mental health programs to determine progress, effectiveness, and/or appropriateness of treatment services offered; determines and recommends the type and degree of psychiatric and general medical treatment needed; provides clinical consultation to psychiatric staff in mental health programs on unusual, complex or serious problems and cases where technical expertise is needed; consults with the Director and staff of a mental health program on correctional psychiatric matters; designs evaluation tools to ensure quality control of state correctional programs; consults with staff of programs supported by the State concerning psychiatric problems; develops consultative-collaboration efforts with departments within the California Health and Human Services Agency, as well as the Department of Education, in matters relating to the mental health needs of the State; maintains order and supervises the conduct of persons committed to CDCR; prevents escapes and injury by these persons to themselves, others, or to property; maintains security of working areas and work materials; and inspects premises and searches inmates or youthful offenders for contraband, such as weapons or illegal drugs.

Senior Psychiatrist (Specialist), C&RS (Safety)

In a correctional setting, provides evaluation and/or treatment to patients requiring more complex psychiatric care; reviews clinical records of patients to assure their adequacy and proper administration; makes regular clinical rounds and special teaching rounds; provides consultation to mental health professional staff on the use of Federal Drug

Administration (FDA) approved investigatory new drugs and other extra-formulary medication use pursuant to provisions of the Penal Code; provides consultation to mental health professional staff on new correctional mental health procedures that are required by the Legislature; plans training programs and participates in the training of staff and the instruction of residents, interns, and other health care providers; personally prepares and/or assists staff in the proper preparation of various required reports; develops new evaluation procedures in compliance with revised regulations; may preside at clinical conferences and advise staff on appropriate treatment techniques for specific cases; and depending on particular qualifications may be assigned to special teaching or administrative assignments; maintains order and supervises the conduct of persons committed to CDCR; prevents escapes and injury by these persons to themselves, others, or to property; maintains security of working areas and work materials; and inspects premises and searches inmates or youthful offenders for contraband, such as weapons or illegal drugs.

Senior Psychiatrist (Supervisor), C&RS (Safety)

Assists in the supervision necessary to maintain high standards of psychiatric and general medical care and treatment for an assigned unit; supervises the work of a small medical staff and assists in the coordination of their activities with those of the nursing, psychology, social work, rehabilitation therapy, and other health care providers; advises staff, either individually or by presiding at clinical conferences, on appropriate treatment techniques for specific cases; reviews clinical records of patients to assure their adequacy and proper administration; makes regular clinical rounds and special teaching rounds; examines and treats patients requiring more complex psychiatric care; plans training programs and participates in the training of staff and the instruction of residents, interns, and other health care providers; evaluates the performance of assigned health care staff and takes or recommends appropriate action; participate in and helps coordinate clinical research carried on in his/her unit; depending on particular qualifications, may be assigned to specialized teaching or administrative assignments; maintains order and supervises the conduct of persons committed to CDCR; prevents escapes and injury by these persons to themselves, others, or to property; maintains security of working areas and work materials; and inspects premises and searches inmates or youthful offenders for contraband, such as weapons or illegal drugs.

Chief Psychiatrist, C&RS (Safety)

Investigates behavior problems or mental disorders; examines, diagnoses, classifies, prescribes treatment and rehabilitation programs for offenders in a diagnostic or outpatient clinic and directs the staff engaged in this work; supervises and participates in the diagnosis, care, and treatment of psychotic inmates or youthful offenders in a correctional institution; secures and reviews data on heredity, congenital, and environmental factors pertaining to individual offenders; reviews medical examination findings for evidence of organic disturbances related to behavior disorders; applies findings of psychological examination; determines organic conditions related to behavior disorders and prescribes psychiatric treatment; gives or directs the giving of psychotherapy and other treatment for preventing and correcting behavior and physical disorders; directs and participates in staff conferences and clinics for the discussion of psychiatric problems of offenders and their care and treatment; recommends transfer, parole, or discharge of offenders, and recommends arrangements for follow-up and after-care during parole; secures and trains assistants; plans, directs, and evaluates their work and takes or recommends appropriate action with respect to their work performance; prepares reports and does research on problems of delinquency and adult

criminality; maintains order and supervises the conduct of persons committed to CDCR; prevents escapes and injury by these persons to themselves, others or to property; maintains security of working areas and work materials; inspects premises and searches inmates or youthful offenders for contraband, such as weapons or illegal drugs.

In headquarters, is responsible for the development of policies and standards for the mental health program to assure compliance with existing laws and regulations. Organizes, directs, and evaluates institutional and outpatient treatment programs; provides technical advice to advisory committees and mental health professionals engaged in the delivery of mental health services; consults with professional organizations, public officials, Department staff, and community groups on all phases of the Department's mental health program ; establishes and maintains liaison and cooperative relationships with the mental health profession and allied groups; represents the department on issues regarding the Mentally Disordered Offender Act; supervises the transfer of inmates to the Department of Mental Health pursuant to appropriate Penal Code sections; conducts studies and prepares reports; and addresses professional and lay groups as well as legislative and other committees.

5. What is the decision-making responsibility of the subject classes?

The Staff Psychiatrist is a licensed and highly-skilled health care professional, trained to provide patient evaluation, education, mental health services, and guidance needed by a patient.

The Senior Psychiatrist (Specialist) provides advanced journey-level psychiatric services to mentally ill patients. Incumbents at this level personally perform psychiatric evaluation and/or treatment as a regular assignment.

The Senior Psychiatrist (Supervisor) supervises physicians and other health care providers giving psychiatric care to mentally ill patients and to give psychiatric care to such patients. Incumbents may personally perform psychiatric evaluation and/or treatment as a regular assignment.

The Chief Psychiatrist plans and direct the psychiatric and mental health services programs in a correctional institution. Incumbents examines, diagnoses, classifies, prescribes treatment and rehabilitation programs for offenders in a diagnostic or outpatient clinic and directs the staff engaged in this work.

6. What would be the consequence of error if incumbents in the subject classes did not perform their jobs? (Program problems, lost funding, public safety compromised, etc.)

The Staff Psychiatrist and Senior Psychiatrist (Specialist) assess and manage the mental health needs of inmates and youthful offenders. Incumbents diagnose and treat mental health conditions and identify problems that require consultation with supervisory psychiatrists. Failure to do so may result in inmates and youthful offenders not receiving adequate mental health services.

The Senior Psychiatrist (Supervisor) supervises psychiatrists, advises staff either individually or by presiding at clinical conferences, on appropriate treatment techniques for specific cases; reviews clinical records of patients to assure their adequacy and proper administration; makes regular clinical rounds and special teaching rounds; examines and treat patients requiring more complex psychiatric care. Failure to do so may result in inmates and youthful offenders not receiving adequate mental health services.

The Chief Psychiatrist plans and directs mental health service programs. Failure to provide treatment to mentally ill patients may result in inmates and youthful offenders not receiving adequate mental health care services.

7. What are the analytical requirements expected of incumbents in the subject classes?

The Staff Psychiatrist and Senior Psychiatrist (Specialist) examine and diagnose patients; determine type of psychiatric and general medical treatment needed; make clinical rounds and review progress of patients; and prescribe changes in treatment when indicated.

The Senior Psychiatrist (Supervisor) reviews clinical records of patients to assure their adequacy and proper administration; participates in and helps coordinate clinical research carried on in his/her unit, depending on particular qualifications; may be assigned to specialized teaching or administrative assignments.

Incumbents in the class of Chief Psychiatrist secure and review data on heredity, congenital, and environmental factors pertaining to individual offenders; review medical examination findings for evidence of organic disturbances related to behavior disorders; apply findings of psychological examination; and determine organic conditions related to behavior disorders and prescribe psychiatric treatment.

8. What are the purpose, type, and level of contacts incumbents in the subject classes make?

The Staff Psychiatrist, C&RS (Safety) and Senior Psychiatrist (Specialist), C&RS (Safety) are in contact with inmates and youthful offenders in assessing and managing their mental health needs.

The Senior Psychiatrist (Supervisor), C&RS (Safety) and Chief Psychiatrist, C&RS (Safety) supervise physicians and other health care staff and are in contact with inmates and youthful offenders in assessing and managing their mental health needs.

In all classes, incumbents also need to maintain good working relationships with other members of the health care team (i.e., registered nurses, physician assistants, mid-level practitioners, and other clinicians).

Need for New Class (if necessary)

9. For new classes only: what existing classes were considered and why were they not appropriate?

CDCR currently is using the Staff Psychiatrist, Correctional Facility (CF); Senior Psychiatrist (Specialist), CF; Senior Psychiatrist (Supervisor), CF; and Chief Psychiatrist, CF classifications. However, given the Federal court's recommendation to bring the minimum qualifications in line with Title XXII, these classifications no longer meet the needs of CDCR. Establishment of the proposed new classifications will provide CDCR with the appropriate candidate pool to fill psychiatrist positions, and will facilitate the provision of adequate mental health care to inmates and youthful offenders.

Minimum Qualifications

10. What are the proposed or current minimum qualifications of the subject classes, and why are they appropriate? (Include inside and outside experience patterns.)

In order to be compliant with the Special Master's draft report on Revised Program Guides, the proposed minimum qualifications are a requirement for CDCR's psychiatrists.

Possession of the legal requirements for the practice of medicine in California as determined by the Medical Board of California or the California Board of Osteopathic Examiners. (Applicants who are in the process of securing approval of their qualifications by the Medical Board of California or the Board of Osteopathic Examiners will be admitted to the examination, but the Board to which application is made must determine that all legal requirements have been met before candidates will be eligible for appointment.) and

Satisfactorily completed specialized training requirements in psychiatry in programs that are either accredited by the Accreditation Council for Graduate Medical Education (ACGME), or certified by the Royal College of Physicians and Surgeons of Canada, and by meeting one of the following residency training:

Either I

Completion of a four-year residency program in psychiatry accredited by the American College of Graduate Medical Education (ACGME).

Or II

Completion of a broad-based clinical year of ACGME-accredited training program in internal medicine, family medicine, or pediatrics; or an ACGME-accredited transitional year program that included a minimum of four months of primary care; or an ACGME-accredited residency in a clinical specialty requiring comprehensive and continuous patient care. and

Three years of postgraduate, specialized residency training in an ACGME-accredited psychiatry program.

For the Senior Psychiatrist (Specialist) and (Supervisor) classifications, an additional two years of experience in a psychiatric facility or on a hospital psychiatric service is required.

For the Chief Psychiatrist classification, an additional two years of experience as a psychiatrist in a correctional facility, in a psychiatric outpatient clinic, or in a diagnostic clinic is required.

Probationary Period

11. The probationary period is six months for the Staff Psychiatrist, C&RS (Safety) and Senior Psychiatrist (Specialist), C&RS (Safety) classifications.

It is proposed that the probationary period for the Senior Psychiatrist (Supervisor), C&RS (Safety) class be twelve months. Since this is a supervisory classification, the level of duties and responsibilities warrants a longer probationary period. The twelve-month probationary period will provide sufficient time for the supervisors to effectively evaluate job performance.

It is proposed that the probationary period for the Chief Psychiatrist, C&RS (Safety) be twelve months. Since this is a managerial designated classification, the level of duties and responsibilities warrants a longer probationary period. The twelve-month probationary period will provide sufficient time to effectively evaluate job performance.

Status Considerations

12. What is the impact on current incumbents?

Current incumbents who meet the court-imposed minimum qualifications will be reallocated by State Personnel Board action. Current incumbents who do not meet the new requirements will remain in their current class. It is proposed that Footnote 24 be applied to the existing classes of Staff Psychiatrist, CF; Senior Psychiatrist, CF (Specialist); Senior Psychiatrist, CF (Supervisor); Chief Psychiatrist, CF to prevent further appointments to these classes and to designate that they are to be abolished when they become vacant.

13. Will current employees move by examination, transfer, reallocation, split-off, etc.? Explain rationale.

Incumbents in the class of Staff Psychiatrist, CF; Senior Psychiatrist, CF (Specialist); Senior Psychiatrist, CF (Supervisor); and Chief Psychiatrist, CF who meet the new minimum qualifications will be reallocated by State Personnel Board resolution to the Staff Psychiatrist, C&RS (Safety); Senior Psychiatrist (Specialist), C&RS (Safety); Senior Psychiatrist (Supervisor), C&RS (Safety); and Chief Psychiatrist, C&RS (Safety), respectively.

Consulted With

14. In addition to the departmental contacts listed on the cover sheet, list the names and affiliations of persons who were consulted during the development of this proposal.

N/A

CALIFORNIA STATE PERSONNEL BOARD

SPECIFICATION

Schematic Code: SF38
Class Code: 9758
Established:
Revised: --
Title Changed: --

STAFF PSYCHIATRIST, CORRECTIONAL AND REHABILITATIVE SERVICES (SAFETY)

DEFINITION

Under general direction, in a State correctional facility or outpatient clinic in the California Department of Corrections and Rehabilitation or where Department of Mental Health is used as a contractor to provide diagnostic and treatment services, to perform responsible psychiatric work or in a review, evaluation, or consultative capacity; to maintain order and supervise the conduct of inmates or youthful offenders; to protect and maintain the safety of persons and property; and to do other related work.

DISTINGUISHING CHARACTERISTICS

Employees in this class may work in any of the State correctional facilities or outpatient clinics in either an institution or a parole setting. Employees may also be used in headquarters or field offices in a review and/or consultative capacity.

In a correctional setting not having extensive psychiatric services, a Staff Psychiatrist may be the only psychiatrist on staff and provide all psychiatric services with assistance from other health care providers. Direction of a general nature may be received from a chief medical officer, typically on matters of clinical policies and regulations. Administrative direction only may be received from the Warden or Regional Administrator.

Staff Psychiatrists working in institutions or outpatient clinics which provide extensive psychiatric services work under the general direction of a psychiatrist of a higher level.

Staff Psychiatrists are responsible for making definitive diagnoses and treatment decisions. They also may be assigned general medical work in addition to their psychiatric duties.

Staff Psychiatrist is the entry and journey person level psychiatrist class in State service. Higher level psychiatrist classes involve either supervisory or training and teaching responsibilities.

TYPICAL TASKS

In a correctional setting, examines and diagnoses psychiatric patients; determines type of psychiatric and general medical treatment needed; administers psychiatric treatment with assistance, as necessary, from other health care providers; performs general medical and surgical work; performs clinical psychiatric duties; makes clinical rounds and reviews progress of patients; prescribes changes in treatment when indicated; consults, as necessary, with supervisory psychiatrist on unusual, complex, or serious cases, or presents such cases to a clinical conference for advice or decision; may instruct and supervise interns, residents, and other health care providers, and personnel assigned for special training; participates in staff conferences and clinics; documents care provided in psychiatric/medical records; may provide relatives with information concerning patients in person or by correspondence; may perform research in psychiatry; and may serve periodically as officer-of-the-day.

In a headquarters or field office capacity, reviews, examines, and diagnoses psychiatric patients and patient records and files in mental health programs to determine progress, effectiveness, and/or appropriateness of treatment services offered; determines and recommends the type and degree of psychiatric and general medical treatment needed; provides clinical consultation to psychiatric staff in mental health programs on unusual, complex, or serious problems and cases where technical expertise is needed; consults with the Director and staff of a mental health program on correctional psychiatric matters; designs evaluation tools to ensure quality control of State correctional programs; consults with staffs of programs supported by the State concerning psychiatric problems; develops consultative-collaboration efforts with departments within the California Health and Human Services Agency, as well as the Department of Education, in matters relating to the mental health needs of the State; maintains order and supervises the conduct of persons committed to the California Department of Corrections and Rehabilitation; prevents escapes and injury by these persons to themselves, others, or to property; maintains security of working areas and work materials; and inspects premises and searches inmates or youthful offenders for contraband, such as weapons or illegal drugs.

MINIMUM QUALIFICATIONS

Possession of the legal requirements for the practice of medicine in California as determined by the Medical Board of California or the California Board of Osteopathic Examiners. (Applicants who are in the process of securing approval of their qualifications by the Medical Board of California or the Board of Osteopathic Examiners will be admitted to the examination, but the Board to which application is

made must determine that all legal requirements have been met before candidates will be eligible for appointment.)

and

Satisfactorily completed specialized training requirements in psychiatry in programs that are either accredited by the Accreditation Council for Graduate Medical Education (ACGME), or certified by the Royal College of Physicians and Surgeons of Canada, and by meeting one of the following residency training:

Either I

Completion of a four-year residency program in psychiatry accredited by the American College of Graduate Medical Education (ACGME).

Or II

Completion of a broad-based clinical year of ACGME-accredited training program in internal medicine, family medicine, or pediatrics; or an ACGME-accredited transitional year program that included a minimum of four months of primary care; or an ACGME-accredited residency in a clinical specialty requiring comprehensive and continuous patient care. and

Three years of postgraduate, specialized residency training in an ACGME-accredited psychiatry program.

KNOWLEDGE AND ABILITIES

Knowledge of: Principles and methods of psychiatry, general medicine, and surgery and skill in their application; current developments in the field of psychiatry; mental health care organization and procedures; principles and application of psychiatric social work, clinical psychology, physical therapy, various rehabilitation therapies, and other ancillary medical services; principles and techniques of psychiatric research; and principles and practices of effective supervision and directing health care providers.

Ability to: Direct the work of others; instruct in the principles and practices of psychiatry; interpret laboratory analyses and x-rays; prepare and supervise the preparation of case histories and the keeping of health care records; analyze situations accurately and take effective action; maintain effective working relationships with health care professionals and others; and communicate effectively.

SPECIAL PERSONAL CHARACTERISTICS

Persons appointed to this classification must be reasonably expected to have and maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates or youthful offenders.

Assignments may include sole responsibility for the supervision of inmates or youthful offenders and/or the protection of personal and real property.

CALIFORNIA STATE PERSONNEL BOARD

SPECIFICATION

Schematic Code: SF37
Class Code: 9759
Established:
Revised: --
Title Changed: --

SENIOR PSYCHIATRIST (SPECIALIST), CORRECTIONAL AND REHABILITATIVE SERVICES (SAFETY)

DEFINITION

Under general direction, in a State correctional facility or outpatient clinic in the California Department of Corrections and Rehabilitation or where Department of Mental Health is used as a contractor to provide diagnostic and treatment services, to provide advanced journey level psychiatric services to mentally ill patients; to maintain order and supervise the conduct of inmates or youthful offenders; to protect and maintain the safety of persons and property; and to do other related work.

DISTINGUISHING CHARACTERISTICS

Employees in this class may work in any of the State correctional facilities or outpatient clinics in either an institution or a parole setting. Employees may also be used in headquarters or field offices in a review and/or consultative capacity. This class is distinguished from classes at the higher levels by the responsibility for personally performing psychiatric evaluation and/or treatment as a regular assignment. The specialized training and teaching functions distinguish it from the lower-level class of Staff Psychiatrist.

TYPICAL TASKS

In a correctional setting, provides evaluation and/or treatment to patients requiring more complex psychiatric care; reviews clinical records of patients to assure their adequacy and proper administration; makes regular clinical rounds and special teaching rounds; provides consultation to mental health professional staff on the use of Federal Drug Administration (FDA) approved investigatory new drugs and other extra-formulary medication use pursuant to provisions of the Penal Code; provides consultation to mental health professional staff on new correctional mental health procedures that are required by the Legislature; plans training programs and participates in the training of staff and the instruction of residents, interns, and other health care providers; personally prepares and/or assists staff in the proper preparation of various required reports; develops new evaluation procedures in compliance with revised regulations; may preside at clinical conferences and advise staff on appropriate treatment techniques for specific cases;

and depending on particular qualifications, may be assigned to special teaching or administrative assignments; maintains order and supervises the conduct of persons committed to the California Department of Corrections and Rehabilitation; prevents escapes and injury by these persons to themselves, others, or to property; maintains security of working areas and work materials; and inspects premises and searches inmates or youthful offenders for contraband, such as weapons or illegal drugs.

MINIMUM QUALIFICATIONS

Possession of the legal requirements for the practice of medicine in California as determined by the Medical Board of California or the California Board of Osteopathic Examiners. (Applicants who are in the process of securing approval of their qualifications by the Medical Board of California or the Board of Osteopathic Examiners will be admitted to the examination, but the Board to which application is made must determine that all legal requirements have been met before candidates will be eligible for appointment.)

and

Satisfactorily completed specialized training requirements in psychiatry in programs that are either accredited by the Accreditation Council for Graduate Medical Education (ACGME), or certified by the Royal College of Physicians and Surgeons of Canada, and by meeting one of the following residency training:

Either I

Completion of a four-year residency program in psychiatry accredited by the American College of Graduate Medical Education (ACGME). and

Two years of experience in a psychiatric facility or on a hospital psychiatric service.

Or II

Completion of a broad-based clinical year of ACGME-accredited training program in internal medicine, family medicine, or pediatrics; or an ACGME-accredited transitional year program that included a minimum of four months of primary care; or an ACGME-accredited residency in a clinical specialty requiring comprehensive and continuous patient care. and

Three years of postgraduate, specialized residency training in an ACGME-accredited psychiatry program. and

Two years of experience in a psychiatric facility or on a hospital psychiatric service.

(Candidates who are within six months of meeting these requirements may take the examination, but they cannot be appointed until these requirements are met.)

KNOWLEDGE AND ABILITIES

Knowledge of: Principles and methods of psychiatry, general medicine, and surgery; current developments in the field of psychiatry, including developmental disabilities; principles of neurology; principles and application of psychiatric social work, clinical psychology, physical therapy, the various rehabilitative therapies, and other health care services; psychiatric research methods and techniques; and principles, methods, and objectives of training treatment personnel.

Ability to: Coordinate and participate in psychiatric research; analyze situations accurately and take effective action; maintain effective working relationships with health care professionals and others; and communicate effectively.

SPECIAL PERSONAL CHARACTERISTICS

Empathetic understanding of patients of a State correctional facility and of the problems of the mentally ill, delinquency, and adult criminality; willingness to work in a State correctional facility; alertness; keenness of observation; tact; patience; emotional stability; and demonstrated leadership ability.

SPECIAL PHYSICAL CHARACTERISTICS

Persons appointed to this classification must be reasonably expected to have and maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates or youthful offenders.

Assignments may include sole responsibility for the supervision of inmates or youthful offenders and/or the protection of personal and real property.

CALIFORNIA STATE PERSONNEL BOARD

SPECIFICATION

Schematic Code: SF36
Class Code: 9761
Established:
Revised: --
Title Changed: --

SENIOR PSYCHIATRIST (SUPERVISOR), CORRECTIONAL AND REHABILITATIVE SERVICES (SAFETY)

DEFINITION

Under general direction, in a State correctional facility or outpatient clinic in the California Department of Corrections and Rehabilitation or where Department of Mental Health is used as a contractor to provide diagnostic and treatment services, to supervise physicians and other health care providers giving psychiatric care to mentally ill patients; give psychiatric services to such patients; to maintain order and supervise the conduct of inmates or youthful offenders; to protect and maintain the safety of persons and property; and to do other related work.

DISTINGUISHING CHARACTERISTICS

Employees in this class may work in any of the State correctional facilities or outpatient clinics in either an institution or a parole setting. Employees may also be used in headquarters or field offices in a review and/or consultative capacity. This class is distinguished from classes at the higher levels by the responsibility for personally performing psychiatric evaluation and/or treatment as a regular assignment. The supervisory responsibility distinguishes it from the lower-level class of Staff Psychiatrist and the Senior Psychiatrist (Specialist).

TYPICAL TASKS

Assists in the supervision necessary to maintain high standards of psychiatric and general medical care and treatment for an assigned unit; supervises the work of a small medical staff and assists in the coordination of their activities with those of the nursing, psychology, social work, rehabilitation therapy, and other health care providers; advises staff, either individually or by presiding at clinical conferences, on appropriate treatment techniques for specific cases; reviews clinical records of patients to assure their adequacy and proper administration; makes regular clinical rounds and special teaching rounds; examines and treats patients requiring more complex psychiatric care; plans training programs and participates in the training of staff and the instruction of residents, interns, and other

health care providers; evaluates the performance of assigned health care staff and takes or recommends appropriate action; participates in and helps coordinate clinical research carried on in his/her unit; depending on particular qualifications, may be assigned to specialized teaching or administrative assignments; maintains order and supervises the conduct of persons committed to the California Department of Corrections and Rehabilitation; prevents escapes and injury by these persons to themselves, others, or to property; maintains security of working areas and work materials; and inspects premises and searches inmates or youthful offenders for contraband, such as weapons or illegal drugs.

MINIMUM QUALIFICATIONS

Possession of the legal requirements for the practice of medicine in California as determined by the Medical Board of California or the California Board of Osteopathic Examiners. (Applicants who are in the process of securing approval of their qualifications by the Medical Board of California or the Board of Osteopathic Examiners will be admitted to the examination, but the Board to which application is made must determine that all legal requirements have been met before candidates will be eligible for appointment.)

and

Satisfactorily completed specialized training requirements in psychiatry in programs that are either accredited by the Accreditation Council for Graduate Medical Education (ACGME), or certified by the Royal College of Physicians and Surgeons of Canada, and by meeting one of the following residency training:

Either I

Completion of a four-year residency program in psychiatry accredited by the American College of Graduate Medical Education (ACGME). and

Two years of experience in a psychiatric facility or on a hospital psychiatric service.

Or II

Completion of a broad-based clinical year of ACGME-accredited training program in internal medicine, family medicine, or pediatrics; or an ACGME-accredited transitional year program that included a minimum of

four months of primary care; or an ACGME-accredited residency in a clinical specialty requiring comprehensive and continuous patient care. and

Three years of postgraduate, specialized residency training in an ACGME-accredited psychiatry program. and

Two years of experience in a psychiatric facility or on a hospital psychiatric service.

(Candidates who are within six months of meeting these requirements may take the examination, but they cannot be appointed until these requirements are met.)

KNOWLEDGE AND ABILITIES

Knowledge of: Principles and methods of psychiatry, general medicine, and surgery; current developments in the field of psychiatry, including developmental disabilities; principles of neurology; principles and applications of psychiatric social work, clinical psychology, physical therapy, the various rehabilitative therapies, and other health care services; psychiatric research methods and techniques; principles and practices of personnel management; principles, methods, and objectives of training treatment personnel; and principles of effective supervision.

Ability to: Coordinate and participate in psychiatric research; direct and coordinate the work of a professional staff; analyze situations accurately and take effective action; maintain effective working relationships with health care professionals and others; and communicate effectively.

SPECIAL PERSONAL CHARACTERISTICS

Empathetic understanding of patients of a State correctional facility and of the problems of the mentally ill, delinquency, and adult criminality; willingness to work in a State correctional facility; alertness; keenness of observation; tact; patience; emotional stability; and demonstrated leadership ability.

SPECIAL PHYSICAL CHARACTERISTICS

Persons appointed to this classification must be reasonably expected to have and maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations

encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates or youthful offenders.

Assignments may include sole responsibility for the supervision of inmates or youthful offenders and/or the protection of personal and real property.

CALIFORNIA STATE PERSONNEL BOARD

SPECIFICATION

Schematic Code: SF35
Class Code: 9774
Established:
Revised: --
Title Changed: --

CHIEF PSYCHIATRIST, CORRECTIONAL AND REHABILITATIVE SERVICES (SAFETY)

DEFINITION

Under general direction, in a State correctional facility or headquarters in the California Department of Corrections and Rehabilitation, either (1) in a diagnostic or outpatient clinic to plan and direct the preventive and corrective general medical and psychiatric work with offenders; or (2) to plan and direct the psychiatric and mental health services programs in a correctional institution; or (3) in headquarters, has statewide responsibility for the Department's mental health program in such areas as program development, planning, standards, and evaluation; to maintain order and supervise the conduct of inmates or youthful offenders; to protect and maintain the safety of persons and property; and to do other related work.

TYPICAL TASKS

Investigates behavior problems or mental disorders; examines, diagnoses, classifies, prescribes treatment, and rehabilitation programs for offenders in a diagnostic or outpatient clinic and directs the staff engaged in this work; supervises and participates in the diagnosis, care, and treatment of psychotic inmates or youthful offenders in a correctional institution; secures and reviews data on heredity, congenital, and environmental factors pertaining to individual offenders; reviews medical examination findings for evidence of organic disturbances related to behavior disorders; applies findings of psychological examination; determines organic conditions related to behavior disorders and prescribes psychiatric treatment; gives or directs the giving of psychotherapy and other treatment for preventing and correcting behavior and physical disorders; directs and participates in staff conferences and clinics for the discussion of psychiatric problems of offenders and their care and treatment; recommends transfer, parole, or discharge of offenders, and recommends arrangements for follow-up and after-care during parole; secures and trains assistants; plans, directs, and evaluates their work and takes or recommends appropriate action with respect to their work performance; prepares reports and does research on problems of delinquency and adult criminality; maintains order and supervises the conduct of persons committed to the California Department of

Corrections and Rehabilitation; prevents escapes and injury by these persons to themselves, others, or to property; maintains security of working areas and work materials; inspects premises and searches inmates or youthful offenders for contraband, such as weapons or illegal drugs.

In headquarters, is responsible for the development of policies and standards for the mental health program to assure compliance with existing laws and regulations. Organizes, directs, and evaluates institutional and outpatient treatment programs; provides technical advice to advisory committees and mental health professionals engaged in the delivery of mental health services; consults with professional organizations, public officials, Department staff, and community groups on all phases of the Department's mental health program; establishes and maintains liaison and cooperative relationships with the mental health profession and allied groups; represents the department on issues regarding the Mentally Disordered Offender Act; supervises the transfer of inmates to the Department of Mental Health pursuant to appropriate Penal Code sections; conducts studies and prepares reports; and addresses professional and lay groups as well as legislative and other committees.

MINIMUM QUALIFICATIONS

Possession of the legal requirements for the practice of medicine in California as determined by the Medical Board of California or the California Board of Osteopathic Examiners. (Applicants who are in the process of securing approval of their qualifications by the Medical Board of California or the Board of Osteopathic Examiners will be admitted to the examination, but the Board to which application is made must determine that all legal requirements have been met before candidates will be eligible for appointment.)

and

Satisfactorily completed specialized training requirements in psychiatry in programs that are either accredited by the Accreditation Council for Graduate Medical Education (ACGME), or certified by the Royal College of Physicians and Surgeons of Canada, and by meeting one of the following residency training:

Either I

Completion of a four-year residency program in psychiatry accredited by the American College of Graduate Medical Education (ACGME). and

Two years of experience as a psychiatrist in a correctional facility, in a psychiatric outpatient clinic, or in a diagnostic clinic.

Or II

Completion of a broad-based clinical year of ACGME-accredited training program in internal medicine, family medicine, or pediatrics; or an ACGME-accredited transitional year program that included a minimum of four months of primary care; or an ACGME-accredited residency in a

clinical specialty requiring comprehensive and continuous patient care. and

Three years of postgraduate, specialized residency training in an ACGME-accredited psychiatry program. and

Two years of experience as a psychiatrist in a correctional facility, in a psychiatric outpatient clinic, or in a diagnostic clinic.

KNOWLEDGE AND ABILITIES

Knowledge of: Principles and methods of psychiatry including diagnosis and treatment of behavior problems, mental and emotional disturbances, and developmentally disabled; modern methods and principles of general medicine and neurology and skill in their application; literature and recent developments in the field of psychiatry; principles and practices of clinical psychology and psychiatric social work; principles and techniques of social psychiatric research; modern techniques, practices, and trends in the correction and prevention of delinquency and criminality; principles of effective supervision and personnel management; principles, methods and objectives of training treatment personnel.

Ability to: Apply the principles and methods of psychiatry including diagnosis and treatment of behavior problems, mental and emotional disturbances, and mental deficiency; coordinate, supervise, and evaluate the work of professional employees, and instruct and advise them in their work; formulate and effect practical and comprehensive plans for the psychiatric care and treatment of adult and juvenile offenders; establish and maintain cooperative relations with those contacted in the work; prepare clear and concise reports; and communicate effectively.

SPECIAL PERSONAL CHARACTERISTICS

Empathetic understanding of patients of a State correctional facility and of the problems of the mentally ill, delinquency, and adult criminality; demonstrated leadership ability; willingness to work in a State correctional facility; emotional stability; alertness; keenness of observation; tact; and patience.

SPECIAL PHYSICAL CHARACTERISTICS

Persons appointed to this classification must be reasonably expected to have and maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates or youthful offenders.

Assignments may include sole responsibility for the supervision of inmates or youthful offenders and/or the protection of personal and real property.